



SIGN
ME UP!

REGISTRATION FORM

USE A SEPARATE FORM FOR EACH REGISTRANT

DEADLINE: JUNE 16, 2011

*For advance registration, complete this Registration Form and the Course Selector on the reverse side.
Keep a photocopy for your records and mail or fax this form before the June 16 deadline.*

REGISTER

For registration information call (415) 538-2508.

ONLINE AT: www.calbar.org/solosummit

BY FAX: (415) 538-2368
*Registrations with credit card payments only.
If advance registration form is faxed, do not
mail the original form. Fax registrations
cannot be confirmed by telephone, but you will
receive an email confirmation.*

BY MAIL: Program Registrations/Solo Summit
State Bar of California,
180 Howard Street, San Francisco CA 94105

CA State Bar Number _____

Name _____

Firm _____

Address _____

City/State/Zip _____

Email (required) _____

Phone _____

- ☐ Your contact information may be released to other attendees/
sponsors/exhibitors. Check here if you do not want your
contact information released.

Non-Lawyer Spouse/Guest Name _____

If your spouse/guest is not an attorney, registration is
complimentary. If your spouse/guest is an attorney he or she must
complete a separate form and pay the registration fee.

PARKING

Your registration fee also includes a daily parking pass, Thursday
through Saturday, with advance reservation only. **Parking may
not be available for late or onsite registrations.**

- ☐ Yes, I require one complimentary parking pass for the
following date(s):
☐ Thursday, June 23 ☐ Friday, June 24 ☐ Saturday, June 25

REGISTRATION FEE

Registration fee includes admission to education programs,
program materials, continental breakfast (Friday/Saturday) lunch
(Thursday/Friday) and Thursday Reception. See also PARKING.

	Registration Fee if Received by June 16	Fee if Received After June 16 and On-site
<input type="radio"/> Attorney	\$375	\$475
<input type="radio"/> Paralegal and other non-attorney legal professional	\$300	\$400

REGISTRATION PAYMENT

Registration fees may be paid by check, VISA or MasterCard
(no other credit cards will be accepted.) Make checks payable to
The State Bar of California.

Total Amount Enclosed
or to be Charged for Registration Fees \$ _____

Account Number _____

Exp Date _____

Cardholder's Name _____

Cardholder's Signature _____

REFUNDS/CANCELLATIONS

Registration refund requests **MUST BE IN WRITING AND
BE RECEIVED BY THE STATE BAR** by June 16, 2011, and
are subject to a \$50 service charge. Refunds are not available
after June 16.

GROUP DISCOUNT

SAVE when you send multiple staff from the same office. Register two
or more people and receive \$25 off the pre-registration fee for each
registrant. Everyone in the "group" must register at the same time to
qualify. Online registrations not accepted for group discount. Call
(415) 538-2508 for further information.



The State Bar of California

COURSE SELECTOR

Your Name _____ Your Bar Number _____

Use this form to select the events and education courses that you plan to attend. Keep a copy for your records.
Note that the Technology Lab is limited in size, and will sell-out early.

Thursday, June 23

11:30 a.m.-1:00 p.m.

- ☐ [1] Lunch and Opening General Session: "Law Firm Marketing Strategies in a Social Media World, Part 1"

1:15 p.m.-2:15 p.m.

- ☐ [2] Ethical Risks in Cyberspace
- ☐ [3] Making the Right Impression with Proper Courtroom Demeanor and Decorum
- ☐ [4] How to Say "No": Sound Financial Consideration for Running a Practice
- ☐ [5] Tech Topic: Law Practice Management Software Overview and Test Drive (limited to 25 people)

2:30 p.m.-3:30 p.m.

- ☐ [6] Lawyers as Employers—Top 10 Tips and Traps of Managing Employees
- ☐ [7] Protecting your Solo Practice or Small Firm—Managing Risks from All Directions
- ☐ [8] The Overlooked Retirement Asset: The Value of your Practice

- ☐ [9] Tech Topic: Law Practice Management Software Overview and Test Drive (limited to 25 people)

3:45 p.m.-4:45 p.m.

- ☐ [10] Employment Relationships in a Social Media Environment: From First Amendment to Facebook and Beyond
- ☐ [11] Dealing with Difficult Clients and Opposing Counsel: Successful Strategies and Tactics
- ☐ [12] Legal Career Makeover
- ☐ [13] Tech Topic: Virtual Meetings, Collaborative Drafting and Video Webinars and, Oh My! (limited to 25 people)

5:00 p.m.-6:00 p.m.

- ☐ [14] General Session and Wrap Up: "Law Firm Marketing Strategies in a Social Media World, Part 2"

6:00 p.m.-7:00 p.m.

- ☐ [15] "Wine & Cheese" Reception

Friday, June 24

8:30 a.m.-9:30 a.m.

- ☐ [16] Continental Breakfast and General Session: "Proven Strategies for Using Websites and Internet Marketing to Generate More Leads"

9:45 a.m.-10:45 a.m.

- ☐ [17] Professional Responsibility Traps for the Unwary
- ☐ [18] The Paperless Office—Being Good to Yourself and Benefitting the Environment
- ☐ [19] Mandatory Fee Arbitration: The Good, the Bad and There Is No Ugly
- ☐ [20] Tech Topic: Virtual Meetings, Collaborative Drafting and Video Webinars and, Oh My! (limited to 25 people)

11:00 a.m.-12:00 noon

- ☐ [21] General Session: "From Lead Generation to Client Retention: Secrets of Highly Successful Rainmakers"

12:00 noon-1:00 p.m.

- ☐ [22] Friday "Networking" Lunch

1:15 p.m.-2:15 p.m.

- ☐ [23] Discharging Taxes in Bankruptcy

- ☐ [24] Loan Mod 101—Everything You always Wanted to Know about Loan Modification but Were Afraid to Ask
- ☐ [25] Burnout! A Solo's Survival Guide
- ☐ [26] Tech Topic: Earth, Wind, Fire, Flood & ESI: Disaster-Planning for the Law Office (limited to 25 people)

2:30 p.m.-3:30 p.m.

- ☐ [27] Automated E-Discovery Document Review Levels the Playing Field for Small Firms and their Clients
- ☐ [28] Tax and Family Law—The Fundamentals
- ☐ [29] The Plaintiff Employment Lawsuit: From Potential Client Intake to Execution of the Engagement Letter
- ☐ [30] Tech Topic: Earth, Wind, Fire, Flood & ESI: Disaster-Planning for the Law Office (limited to 25 people)

3:45 p.m.-4:45 p.m.

- ☐ [31] Trust Accounting Boot Camp
- ☐ [32] Get Organized and Get Things Done! Practical Time Management for Lawyers
- ☐ [33] Consumer Bankruptcy 101: What Every Lawyer Needs to Know about Consumer

Saturday, June 25

8:30 a.m.-9:30 a.m.

- ☐ [34] Continental Breakfast and Program "Multitasking Gone Mad: How to Practice Effectively in a Wired, Demanding, Distracting World"

9:45 a.m.-10:45 a.m.

- ☐ [35] Brush Up Your Hearsay!
- ☐ [36] Trusts and Estates: Managing a Client-Focused Practice
- ☐ [37] Family Law—Nuts & Bolts

11:00 a.m.-12:00 noon

- ☐ [38] Crisis Control: Client Arrested, Search Warrant Served, Police at the Door—Learn to React Wisely
- ☐ [39] Basic Family Law Enforcement
- ☐ [40] Mediating the Employment Law Case